



240 Arona Road | New Stanton, PA 15672
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JOINT OPERATING COMMITTEE MEETING

June 3, 2021, 7 PM

Executive Session 6 pm - 7 pm

Call to order by the President

The meeting was called to order at 7:10 pm by Ms. Savage, followed by the Pledge of Allegiance.

Present:

Ms. Stacey Livengood (Belle Vernon Area School District)
Ms. Robin Savage (Greensburg Salem School District)
Mr. Mark Gogolsky (Jeannette City School District)
Mr. John Weinman (Mt. Pleasant Area School District)
Mr. Nick Petrucci (Penn Trafford School District)
Mr. James Carson (Southmoreland School District)

Present via Zoom:

Dr. Scott Learn (Hempfield Area School District)
Mr. Brian Carlton (Norwin School District)

Absent:

Yough Member

Others Present:

Mr. Jason Lucia (Administrative Director)
Ms. Darcy Szymkiewicz (Asst. Director of CTE)
Mr. Alexander Novickoff (Asst. Director of Workforce Education)
Mr. Chris Tollari (Business Manager)
Ms. Michelle DeLuca (Adult Ed. Coordinator/Grant Writer)
Brian Ruff (Buildings & Grounds Supervisor)
Mr. Curt Smithley (Questeq IT)
Marsha Welsh (CTDSL/Consultant)
Mr. Russell Lucas (solicitor)

Public Comments: none

Communications

Minutes

Motion by Mr. Petrucci and seconded by Mr. Gogolsky to approve the minutes of the JOC meeting held May 6, 2021. (attachment 1) All were in favor; motion carried unanimously.

Administration Reports

A. Jason Lucia, Administrative Director:

- Thanked all members of the JOC for their continued support that has been given throughout this year.
- Updated on Student Enrollment for the 2021-2022 school year.
- Updated on Industry Credentials earned by students for this past year, including the new Patient Care Technician certification that is now being offered in the Health Occupations program.
- Updated on the building projects; wrap up of the new secure vestibule for the new main office; the remodeling of the new main office to begin; final stages of the business office area remodeling; finalizing all updates and installation of exhaust and ventilation for the new Welding/Metal Fabrication program area

B. Darcy Szymkiewicz, Assistant Director of CTE

- Made a statement about attending sending school award ceremonies; Southmoreland, BV, Hempfield and MP

C. Alexander Novickoff, Assistant Director of Workforce Education:

- Distributed handout entitled “CWCTC - Special Education Services: June 2021”. See after attachments.

D. Business Manager:

- The Business Office has been busy wrapping up the Final 2021-22 Budget and the States PDE-2028 for the June 30, 2021, deadline.
- The 2021-22 Budget Adoption Letters that were sent to all nine Member Districts was approved by 100% from ALL Board Members.
- Have been working on our 2021-22 Insurance Package with McDowell Associates.
- Our insurance broker got our package down from the initial proposal of \$80,599, to a 2nd offer of \$75,644, and then to our final offer of \$74,599, which is only a 5.7 % increase of last year’s package.
- We have been continuing to review the center’s contracts and service providers for efficiency and productivity.
- Have been busy reconciling and finalizing purchased equipment, supplies, and services, for all of our 2020-21 Grants funding.

E. Michelle DeLuca, Adult Education Coordinator/Grant Writer:

- Grant Summary for 2020-2021
 - CWCTC received \$ 1,063,852.69 during the 2020-2021 School Year.
 - Thanked everyone for their assistance and support: Board, Admin, Business Office and Instructors. It truly was a team effort!
- Perkins Grant – \$ 353,432
 - Increased by \$ 38,626.
 - Funds will be used for support services for students (Special Ed Facilitator and Paraprofessionals, Counseling Services, Prof Development with and Advertising – Non-Traditional Enrollment)
 - Grant is due June 14th for funds to be available to spend on July 1st.
- Scott Electric Grant - \$15,000
 - Provided electrical supplies for the lighting throughout the school. CWCTC students will work on projects this summer and be paid through the PIC Experience Works Program.
- GEER II Grant for \$ 354,771 was submitted by the May 14th deadline.
 - CTCs were notified last Thursday, May 27th that GEER II funds can now be used for Salaries.
 - All grants were returned for schools to make any changes to the grant. Those changes were due today and were made.
- Emergency Vehicle Technician Testing is being held tonight for 11 technicians.
- There were 2 students in CDL classes in May. Next class will be June 21st.

Treasurer's Report

Motion by Ms. Livengood and seconded by Mr. Gogolsky to approve the Treasurer's Reports ending April 2021. (attachment 2) All were in favor; motion carried unanimously.

Payment of Bills

Motion by Mr. Gogolsky and seconded by Mr. Petrucci to approve payment of bills.(attachment 3)

Budgetary Transfer

Motion by Ms. Livengood and seconded by Mr. Carson to approve budgetary transfers as presented. (attachment 4) All were in favor; motion carried unanimously.

Motion by Mr. Gogolsky and seconded by Mr. Petrucci to approve for Administration to make any additional necessary budgetary transfers and to pay bills for June/July 2021. All were in favor; motion carried unanimously.

Contract Renewals

Motion by Ms. Livengood and seconded by Mr. Weinman to approve the compensation plan for Ms. Kathy Rolka, LPN, for the 2021-2022 school year at a salary of \$44,000. All were in favor; motion carried unanimously.

Motion by Mr. Gogolsky and seconded by Mr. Carson to approve the compensation plan for Mrs. Michelle DeLuca, Coordinator of Grants and Adult Education, for the 2021-2022 school year at a salary of \$72,000. All were in favor; motion carried unanimously.

Motion by Mr. Weinman and seconded by Mr. Gogolsky to accept the request of Mr. Brian Ruff, Supervisor of Buildings and Grounds, to rescind his letter of resignation. All were in favor; motion carried unanimously.

Motion by Mr. Gogolsky and seconded by Mr. Weinman to approve the modification of the compensation plan for Brian Ruff for the remainder of the 2020-2021 school year with an adjusted salary rate of \$68,000 effective May 24, 2021. All were in favor; motion carried unanimously.

Emergency Instructional Time

Motion by Ms. Livengood and seconded by Mr. Weinman to approve the Emergency Instructional Time as presented in attachment 5. All were in favor; motion carried unanimously.

Ratification of MOU

Motion by Mr. Carson and seconded by Ms. Livengood to approve the Memorandum of Understanding with the CWCTC EA regarding supplemental positions and pay, as presented in Attachment 6 and to authorize the Administration to carry out any actions in furtherance of the MOU. All were in favor; motion carried unanimously.

Contract Agreement

Motion by Mr. Gogolsky and seconded by Ms. Livengood to approve a renewal contract with James Daniel & Associates for a one-year term, effective July 1, 2021 through June 30, 2022 for Professional Development and Curriculum Coaching at a rate of \$800/day paid through the Perkins Grant. No rate increase from the prior contract. All were in favor; motion carried unanimously.

HVAC Controls and Service

Motion by Ms. Livengood and seconded by Mr. Weinman to table the following motions:

- The approval of contracting with OZ Enterprises, LLC, with a one time equipment fee of \$16,560 for HVAC controls funded by the GEER II Grant, and the service contract for the controls at an annual fee of \$9,000 per year with a three-year agreement.
- The approval of the Preventive Maintenance Agreement with TUDI Mechanical Systems to cover the mechanical equipment of Central Westmoreland CTC HVAC system, at a contracted fee of \$26,292 per year, payable in advanced semi-annual installments in the amount of \$13,146, beginning on the Commencement Date.

All were in favor; motions to table carried unanimously.

Insurance Proposal

Motion by Mr. Gogolsky and seconded by Mr. Petrucci to approve the Business Insurance Proposal from McDowell and Associates for insurance regarding Property Lines, General Liability, Automobile, Workers Compensation, School Leaders Liability, Commercial Umbrella effective for the 2021-2022 school year, as presented in Total Premium below. All were in favor; motion carried unanimously.

	<u>2020-2021</u>	<u>2021-2022</u>	<u>Difference</u>
Total	\$70,567	\$74,599	\$4032

Safety Committee

Motion by Mr. Weinman and seconded by Ms. Livengood to direct Darcy Szymkiewicz to assume responsibility to revise and reformulate the CTC's Safety Committee. All were in favor; motion carried unanimously.

Peer Review

Motion by Mr. Gogolsky and seconded by Mr. Petrucci to approve a contract with PASBO for a peer review study of business office operations at a sum not to exceed \$7500. All were in favor; motion carried unanimously.

Policy Review Services

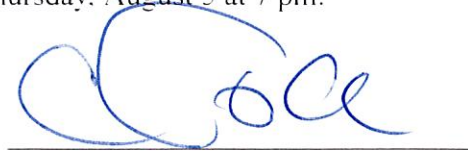
Motion by Ms. Livengood and seconded by Mr. Carson to approve entering into a contract with PSBA for Policy Review Services for a sum not to exceed \$6,800. All were in favor; motion carried unanimously.

Report of Solicitor: none

Adjournment

Motion by Mr. Petrucci and seconded by Mr. Carson to adjourn at 7:55 pm. All were in favor; motion carried unanimously.

The next regular meeting is scheduled for Thursday, August 5 at 7 pm.


JOC Chairperson
JOC Board Secretary

CENTRAL WESTMORELAND CAREER AND TECHNOLOGY CENTER
TREASURER'S REPORT
FOR THE MONTH ENDING APRIL 30, 2021

GENERAL ACCOUNT

Beginning Bank Balance-First National Bank

\$ 1,482,607.53

DEPOSITS

<u>CATEGORY</u>	<u>DATE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
6946 999 SC	4/7/2021	Belle Vernon Area SD April 2021 - 2020-21	22,908.26
6946 999 SC	4/7/2021	Penn Trafford SD April 2021 - 2020-21	40,736.16
6999 999 SR	4/7/2021	Retiree - Premium healthcare - Elwood	400.00
10.2818.442.000.30.00.SW	4/7/2021	Refund from Toshiba	796.49
10.2360.442.000.30.00.OF	4/7/2021	Refund from Toshiba	796.49
6946 999 SC	4/20/2021	Yough SD April 2021 - 2020-21	71,772.72
6946 999 SC	4/20/2021	Greensburg-Salem SD May 2021 - 2020-21	52,051.08
6946 999 SC	4/20/2021	Southmoreland SD May 2020 - 2020-21	39,813.70
6946 999 SC	4/20/2021	Norwin SD April 2021 - 2020-21	75,293.17
6946 999 SC	4/20/2021	Jeannette City SD April 2021 - 2020-21	24,734.04
6999 999 SR	4/20/2021	Kriebel - Utility rebate	230.28
6999 999 SR	4/20/2021	Delta Dental Refund	2,240.75
1380 610 CO	4/20/2021	Students kit payment - Edwards	75.00
10 8521 999 661 30 00 PK	4/22/2021	Perkins Grant	26,233.83
10.7509.999.219.30.00.EG	4/29/2021	Supplemental Equipment Grant	90,026.69
7220 999 000 30 00 MD	4/29/2021	Vo-Ed cy- 2020-21	145,507.00
6946 999 SC	4/29/2021	Hempfield Area SD April/May 2021 - 2020-21	243,160.70
153	4/29/2021	CAFÉ 125	8,136.54
1380 610 CO	4/29/2021	Students kit payment - Tarbuck/Schantz	40.00
1380 610 CO	4/29/2021	Students kit payment - Sillings	15.00
1380 610 CO	4/29/2021	Students kit payment - Kovacina	35.00
1380 610 CO	4/29/2021	Students kit payment - Winfield	20.00
	3/31/2021	Interest	-
		Total deposits	<u>\$ 845,022.90</u>

General Fund

Balance on Hand- March 31, 2021	1,456,413.70
Income	<u>845,022.90</u>
Total	2,301,436.60
Expenditures	<u>554,022.98</u>
Book Balance-April 30, 2021	1,747,413.62
March 31, 2021-Outstanding Checks	<u>14,187.24</u>
Bank Balance April 30, 2021	<u>1,761,600.86</u>

(CONTINUED)

CENTRAL WESTMORELAND CAREER AND TECHNOLOGY CENTER
TREASURER'S REPORT
FOR THE MONTH ENDING APRIL 30, 2021
(CONTINUED)

Capital Reserve Fund

Balance March 31, 2021	130,834.89
Interest	22.58
Deposits	
Expenditures	
Balance April 30, 2021	<u>130,857.47</u>

ACH ACCOUNT

Balance March 31, 2021	3,993.86
Interest	0.49
Deposits	
Expenditures	<u>0</u>
Balance April 30, 2021	<u>3,994.35</u>

June 3, 2021
JOC MEETING

April 2021 Outstanding Checks

21675	Heplers Hardware - Painting/Decorating & Maintenance Supplies	217.53
39210	PACTA - Evening School Professional Ed Services	70.00 Mar.
39250	Aflac - Payroll Insurance Deduction	193.01
39251	American Heritage Life Ins Co - Payroll Insurance Deductions	404.00
39253	TSA Consulting Group - Payroll Annuity Deduction	6,760.00
39256	Model Uniforms - Payroll Uniform Deductions	296.92
39257	Ronda J Winnecour - Payroll Wage Attachment Deduction	520.00
39258	Atlantic Coast Cotton - Graphic Arts Supplies	227.93
39259	Brandon Miller - Construction Trades Supplies - OAC Meeting	90.00
39261	Cleveland Brothers Equip Co Inc - Masonry Supplies	1,515.00
39262	Cynthia Huth-Sylvia - Horticulture Supplies - OAC Meeting	60.00
39265	Timothy Cook - Logistics Supplies - OAC Meeting	45.39
39266	Top Septic Service Inc - 4/8-5/5 Evening School Services	110.00
39267	ASCD - Office of Director Dues & Fees	239.00
39269	Consolidated Communications - April Telephone Bill	734.06
39270	Chris Tollari - Office Supplies	73.96
39272	Direct Energy Business - March Gas Bill	2,505.44
39273	Doug Walt - Masonry Supplies - OAC Meeting	40.00
39275	J C Ehrlich - April Pest Control	85.00
Total of Outstanding Checks		14,187.24

ACTIVITIES ACCOUNT
MONTHLY STATEMENT FOR APRIL 30, 2021
CENTRAL WESTMORELAND CTC
NEW STANTON, PA 15672

CLUB	BEGINNING BALANCE	INCOME	EXPENSES	ENDING BALANCE
1. SHA	\$ 1,083.49	\$ 2,531.06	\$ -	\$ 3,614.55
2. MAIN VICA (SKILLS USA)	\$ 20,010.87	\$ 0.50	\$ 162.00	\$ 19,849.37
3. SPIRIT SQUAD	\$ 1,612.23	\$ -	\$ -	\$ 1,612.23
4. AUTO BODY	\$ 16.59	\$ -	\$ -	\$ 16.59
5. AUTO MECHANICS	\$ 2,447.03	\$ -	\$ -	\$ 2,447.03
6. BUILDING MAINTENANCE	\$ 515.92	\$ 50.00	\$ -	\$ 565.92
7. COCA-COLA & STUDENT SUCCESS FUND	\$ 4,199.81	\$ -	\$ 1,114.00	\$ 3,085.81
8. COMMERICAL ART	\$ 503.23	\$ -	\$ -	\$ 503.23
9. COMPUTER & INFORMATION SCIENCE	\$ 208.56	\$ -	\$ -	\$ 208.56
10. COSMETOLOGY	\$ 584.61	\$ -	\$ -	\$ 584.61
11. ELECTRICITY	\$ 1,005.91	\$ -	\$ -	\$ 1,005.91
12. FIRST ROBOTICS	\$ 142.16	\$ -	\$ -	\$ 142.16
13. FOOD SERVICE	\$ 909.72	\$ -	\$ 195.00	\$ 714.72
14. FUTURE BUILDERS	\$ 928.77	\$ -	\$ -	\$ 928.77
15. GRAPHIC ARTS	\$ 574.26	\$ 450.00	\$ 227.93	\$ 796.33
16. HEALTH ASSISTANT	\$ 67.77	\$ -	\$ -	\$ 67.77
17. HEATING & AIR CONDITIONING	\$ 552.35	\$ -	\$ -	\$ 552.35
18. MASONRY	\$ 594.99	\$ -	\$ -	\$ 594.99
19. NATIONAL HONOR SOCIETY	\$ 357.29	\$ 1,114.00	\$ 1,114.00	\$ 357.29
20. PAINTING & DECORATING	\$ 2,170.17	\$ -	\$ -	\$ 2,170.17
21. PHYSICAL EDUCATION	\$ 925.69	\$ -	\$ -	\$ 925.69
22. PLUMBING	\$ 147.85	\$ -	\$ -	\$ 147.85
23. POWERLINE CONSTRUCTION	\$ 6,327.70	\$ -	\$ -	\$ 6,327.70
24. PROTECTIVE SERVICES	\$ 1,883.05	\$ -	\$ -	\$ 1,883.05
25. SPORTS THERAPY	\$ 855.36	\$ -	\$ -	\$ 855.36
26. WAREHOUSING	\$ 400.15	\$ 200.00	\$ 524.00	\$ 76.15
27. WELDING	\$ 242.76	\$ -	\$ -	\$ 242.76
28. NATIONAL ART HONOR SOCIETY	\$ 860.81	\$ -	\$ -	\$ 860.81
MONTHLY TOTALS	\$50,129.10	\$4,345.56	\$3,336.93	\$51,137.73
INVESTMENT ACCOUNT	\$14,139.21	\$0.56	\$0.00	\$14,139.77
CHECKING ACCOUNT BALANCE				\$36,997.96

INTEREST CALCULATION

30-Apr-21

INTEREST FOR MONTH ENDING:

\$ 0.56

AVG. BAL. FOR MONTH ENDING:

\$ 22,096.86

	BEG. BAL.	END BAL.	AVG. BAL	INTEREST
SHA	\$ 1,083.49	\$ 3,614.49	\$ 2,348.99	\$ 0.06
SKILLS	\$ 20,010.87	\$ 19,484.87	\$ 19,747.87	\$ 0.50
	\$ 21,094.36	\$ 23,099.36	\$ 22,096.86	\$ 0.56



June 3, 2021

GENERAL ACCOUNTS

GENERAL PAID BILLS FOR APPROVAL

2020-2021 (Apr. 16 - May 15)

ASCD - Office Dues & Fees (Membership for Jason Lucia)	239.00
American Medical Cert. Assoc. LLC - Geer Grant Periodicals	654.00
Anchor Cement Block Works Inc - Masonry Supplies	229.00
Anchor Cement Block Works Inc - Carpentry Supplies	529.00
Anchor Cement Block Works Inc - Construction Trades Supplies	896.85
Anchor Cement Block Works Inc - Carpentry Supplies	229.00
Andrews & Price - March General Matters Personnel	2,507.00
Atlantic Coast Cotton - Graphic Arts Supplies	227.93
Todd Bartlow - Powerline Supplies - OAC Meeting	60.47
Catherine S Caccia - Office Professional Services	1,525.00
Central Susquehanna Intermediate Unit - System Wide Technology Services	1,673.25
Check & Connect - Resource Room Technology Related Supplies & Fees	1,180.00 P
Cleveland Brothers Equip Co Inc - Masonry Supplies	1,515.00
Cleveland Brothers Equip Co Inc - Masonry Supplies	1,565.00
CM Regent LLC - May Life Insurance	284.38
CM Regent, LLC - May Income Protection Insurance	853.00
Columbia Gas - March Gas Bill	4,483.64
Consolidated Communications - April Telephone Bill	734.06
Timothy Cook - Logistics Supplies - OAC Meeting	45.39
DBEC Wholesale Co - Horticulture Supplies	285.30
Delta Dental of PA - May Dental Insurance	3,500.00
Direct Energy Business - March Gas Bill	2,505.44
Errandz Now Inc - Building Construction Services	7,016.50
FNB Commercial Credit Card - Graphic Arts Supplies	248.30
FNB Commercial Credit Card - Graphic Arts Supplies	403.97
FNB Commercial Credit Card - Office Supplies	(82.37)
FNB Commercial Credit Card - Business Office Supplies	(25.00)
FNB Commercial Credit Card - Office Supplies	(25.00)
FNB Commercial Credit Card - Graphic Arts Supplies	44.99
FNB Commercial Credit Card - Office Supplies	155.17
FNB Commercial Credit Card - Powerline Supplies	269.68
FNB Commercial Credit Card - Powerline Supplies	166.90
FNB Commercial Credit Card - Health Occupations Periodicals	11.50
Homerun Graphics - Office Supplies	3,063.00

Cynthia Huth-Sylvia - Horticulture Supplies - OAC Meeting	60.00
J & A Trans Medic - Evening School Refund	125.00
J C Ehrlich - April Pest Control	85.00
James Daniel & Associates LLC - Perkins Professional Services	3,200.00
Jordan Banana Food Service - Culinary Arts Supplies	280.99
Jordan Banana Food Service - Culinary Arts Supplies	233.20
Kriebel Minerals Inc Operator - March Gas Bill	171.00
Kriebel Minerals Inc Operator - April Gas Bill	93.31
Linemens Supply Inc - Powerline Supplies	3,326.27
Linemens Supply Inc - Powerline Supplies	277.11
Lowe's - Masonry Supplies	75.99
Lowe's - HVAC Supplies	169.40
Lowe's - Maintenance Supplies	176.80
Lowe's - Maintenance Supplies	441.75
Lowe's - Maintenance Supplies	16.14
Lowe's - Construction Trades Supplies	44.58
MAWC - April Sewage Bill	448.00
MAWC - April Water Bill	754.49
Matheson Tri-Gas Inc - Welding Supplies	18,153.67
Matheson Tri-Gas Inc - Welding Supplies	15.66
Medco Sports Medicine - Sports Therapy Supplies	953.75
Brandon Miller - Construction Trades Supplies - OAC Meeting	90.00
MSC Industrial Supply Co - Welding Supplies	168.08
MSC Industrial Supply Co - Welding Supplies	129.51
MSC Industrial Supply Co - Robotics Supplies	43.83
MyBinding.com - Graphic Communications Supplies	564.70
Nicholas Nelson - Robotics Supplies - OAC Meeting	40.27
Brian Pegg - Auto Technology Supplies - OAC Meeting	68.30
Pittsburgh Protection LLC - 3/22-4/4 Security Guard Contracted Services	2,321.50
Pittsburgh Protection LLC - 4/5-4/18 Security Guard Contracted Services	2,543.13
Pittsburgh Trophy Company Inc - Office Supplies	588.12
Questeq - System Wide Tech Services	9,735.00
Questeq - System Wide Tech Services	26,999.00
Questeq - System Wide Tech Services	9,735.00
Reinhart Foodservice LLC - Culinary Arts Supplies	531.06
Republic Services #674 - March Refuse Service	1,015.61
Christine Richards - Painting & Decorating Online Testing Software	108.00
Rochester Midland Corporation - Apr-Jun Maintenance Services	994.70
Brian Ruff - Maintenance Supplies	82.19
Safety-Kleen Systems Inc - March Maintenance Service-Paint	467.14
Safety-Kleen Systems Inc - March Maintenance Svc-Auto Tech & Machine Shop	866.34
Saint Vincent College - Perkins Professional Educational Services	700.00
Saint Vincent College - Perkins Professional Educational Services	1,400.00
Sherwin Williams Co - Painting & Decorating Supplies	773.93
Curtis Smithley - System Wide Supplies	40.27
Staples - Health Occupations, Cosmetology, Logistics & Office Supplies	622.18
Stone & Co - Construction Trades Supplies	959.00
Stone & Co - Construction Trades Supplies	4,044.00
Chris Tollari - Office Supplies	73.96
Top Septic Service Inc - 4/8-5/5 Evening School Services	110.00
Top Septic Service Inc - 5/6-6/2 Evening School Services	110.00

Toshiba Financial Services - April Rental of Copiers	1,654.95
Verizon - April Phone Bill-Dial Tone Line	37.62
Verizon - May Phone Bill-Dial Tone Line	38.71
Verizon Wireless - April Cell Phones & Broadband	164.11
Verizon Wireless - May Cell Phones & Broadband	163.97
WCPSHC - May Medical & Vision Insurances	82,922.65
Doug Walt - Masonry Supplies - OAC Meeting	40.00
West Penn Power - March Electricity-Building	5,589.97
West Penn Power -March Electricity-Guard	18.76
West Penn Power - March Electricity-Sign	8.51
West Penn Power - April Electricity-Building	5,469.39
Westmoreland Intermediate Unit - Office Professional Services	200.00
Wex Bank - March Gasoline	205.58
Wex Bank - April Gasoline	349.25
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	228,859.75

2020-2021 Payroll (Apr. 16 - May 15)

Aflac - April Pays	193.01
American Heritage Life Ins Co - April Pays	404.00
Central Westmoreland CTC - April Pays	8,136.54
Central Westmoreland CTC ESP - April Pays	198.50
FICA - EFTPS - 2nd April Pay	22,174.58
FICA - EFTPS - 1st May Pay	22,092.02
Federal Withholding-EFTPS - 2nd April Pay	13,040.26
Federal Withholding-EFTPS - 1st May Pay	13,008.22
First National Bank - 2nd April Pay	93,493.48
First National Bank - 1st May Pay	93,230.87
IU 7 Federal Credit Union - 2nd April Pay	2,721.25
IU 7 Federal Credit Union - 1st May Pay	2,721.25
Model Uniforms - April Pays	296.92
PA Department of Revenue - 2nd April Pay	4,449.11
PA Department of Revenue - 1st May Pay	4,432.56
PSERS-Retirement - April Pays	21,765.04
Stanwood Area Credit Union - 2nd April Pay	2,975.00
Stanwood Area Credit Union - 1st May Pay	2,975.00
TSA Consulting Group - April Pays	6,760.00
Voya Financial - 2nd April Pay	676.00
Voya Financial - 1st May Pay	605.19
Washington National Ins Co - April Pays	77.56
Ronda J Winnecour - April Pays	520.00
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	316,946.36

2020 2021 UNPAID BILLS

ADVANCE AUTO PARTS - AUTO BODY - SUPPLIES	\$	84.48
CHIEF AUTOMOTIVE TECHNOLOGIES - AUTO BODY - SOFTWARE	\$	250.00
HAMPTON OFFICE - OFFICE - SUPPLIES	\$	433.02
HEPLERS HARDWARE - MAINTENANCE - SUPPLIES	\$	116.89
HORIZON COFFEE & WATER - OFFICE - SUPPLIES	\$	48.10
HORIZON COFFEE & WATER - OFFICE - SUPPLIES	\$	48.10
JOHNSTONE SUPPLY - HVAC - SUPPLIES	\$	692.64
L.W. ZELMORE HEATING & COOKING - FOOD SERVICE - REPAIRS	\$	280.00
LINCOLN ELECTRIC CO - WELDING - SUPPLIES	\$	189.88
JESSICA LINGSCH - TUITION REIMBURSEMENT	\$	574.20
GARRISON MILLER - TUITION REIMBURSEMENT	\$	574.20
MSC INDUSTRIAL SUPPLY - MAINTENANCE - SUPPLIES	\$	84.44
PITT SPECIALTY SUPPLY - MAINTENANCE - SUPPLIES	\$	449.90 P
PREMIER SAFETY - PROTECTIVE SERVICES - SERVICES	\$	1,260.00
SAGE CORP - EVENING SCHOOL PROF ED SERVICES	\$	3,968.50
SAGE CORP - EVENING SCHOOL PROF ED SERVICES	\$	2,719.00
SAGE CORP - EVENING SCHOOL PROF ED SERVICES	\$	3,946.50
SCOTT ELECTRIC - MAINTENANCE - SUPPLIES	\$	40.64
DAVID SIDUN - TUITION REIMBURSEMENT	\$	574.20
STAPLES - GRAPHIC ARTS - SUPPLIES	\$	54.99
STATE CHEMICAL SOLUTIONS - MAINTENANCE - SUPPLIES	\$	235.62
RONALD SURRATT - TUITION REIMBURSEMENT	\$	574.20
TUDI MECHANICAL SYSTEMS - WELDING - REPAIRS & SERVICES	\$	512.00
VEX ROBOTICS - MECATRONICS - SUPPLIES	\$	469.33
WEST VIRGINIA UNIVERSITY - ELECTRICAL - PROF TECH SERVICES	\$	750.00

TOTAL	\$	18,930.83
2020-2021 PAID BILLS FOR APPROVAL	\$	228,859.75
2019-2020 PAID BILLS FOR APPROVAL	\$	-
2020-2021 PAYROLL	\$	316,946.36
2020-2021 UNPAID BILLS FOR APPROVAL	\$	18,930.83
TOTAL	\$	564,736.94



Budgetary Transfers

June 3, 2021

From:

171 Maintenance Salaries	\$ 73,629
211 Medical Insurance	\$ 163,070
521 Fire Insurance	\$ 33,529
831 Interest Payment	\$ 12,465
	<hr/>
	\$ 282,693

To:

111 Administrative Salaries	\$ 50,552
115 Administrative Term/Leave Payouts	\$ 2,080
120 Teacher Salaries	\$ 10,977
125 Teacher Term/Leave Payouts	\$ 12,100
150 Office Salaries	\$ 4,214
191 Paraprofessional Salaries	\$ 30,190
195 Paraprofessional Term/Leave Payouts	\$ 1,431
300 Professional/Technical Services	\$ 20,817
310 Official/Administrative Services	\$ 2,880
348 Technology Services	\$ 12,573
522 Automotive Liability Insurance	\$ 1,242
523 Gen. Property/Liability Insurance	\$ 32,287
750 Equipment	\$ 23,885
911 Principal Payments	\$ 12,465
931 Capital Reserve Fund	\$ 65,000
	<hr/>
	\$ 282,693



Emergency Instructional Time Template

Section 520.1 - 2021-22 School Year

As communicated to chief school administrators on July 6, 2020, Section 520.1 of the School Code provides flexibility to meet minimum instructional time requirements in the event of an emergency that prevents a school entity from providing for the attendance of all pupils or usual hours of classes at the school entity. As occurred for the 2020-21 school year, the Pennsylvania Department of Education (PDE) considers the World Health Organization-declared Coronavirus disease (COVID-19) a global pandemic and an emergency as contemplated by Section 520.1 for the 2021-22 school year. Nothing in Section 520.1 of the School Code should be construed to extend beyond the 2021-22 school year.

A local education agency (LEA) that elects to implement temporary provisions in response to the COVID-19 global pandemic may meet the minimum 180 days of instruction and 900 hours of instruction at the elementary level and 990 hours of instruction at the secondary level through a combination of face-to-face and remote instruction, consistent with the requirements outlined in PDE's July 6, 2020, guidance. Such LEAs must provide PDE with the following information specific to the 2021-22 school year:

1. LEA's Proposed Calendar and Schedule(s) for SY 2021-22

a. School Year Calendar

School Year Start Date	School Year End Date	Total Number of Instructional Days Must meet minimum 180 days

- b. Should a school need to use remote learning at either the student or school level, LEAs should submit a sample weekly schedule reflecting remote learning as approved by the LEA's governing body. (Recognizing the need for flexibility and that circumstances may change as the LEA responds to the COVID-19 pandemic, an LEA may provide more than one proposed weekly schedule.)

2. When using remote learning (i.e., learning outside of the school building), describe how the LEA will ensure access for all students.

Many Central Westmoreland CTC students come from school districts which provide one-to-one electronic devices. We have provided devices for any remaining students who need them. We will provide paper lesson/flex packs for students who require this format.

The Google Classroom system allows students to receive instruction via their personal cell devices.

Students in each class will be assigned work to be completed using an electronic device. Students who do not have an electronic device available at home will be provided a CWCTC Chromebook and will be expected to complete these assignments while working remotely. Students will not be penalized for failure to complete work if sufficient supports have not been provided. Information regarding free internet service will also be provided to those who lack the funds. If these provisions do not work, the student will be provided paper copies of all assignments.

3. The Chief School Administrator and Board President affirm the following:

- ☒ The proposed school calendar and academic schedule(s) will provide all students the planned instruction needed to attain the relevant academic standards set forth in Chapter 4.
- ☒ The proposed school calendar and academic schedule(s) allow sufficient instructional time necessary for content mastery and provide instructional blocks for each grade level and content area.
- ☒ The proposed school calendar and academic schedule(s) provide at least 900 hours (elementary) and 990 hours (secondary) of in-person instruction and/or remote learning for all students. (Such time may include synchronous and/or asynchronous instruction.)
- ☒ The proposed school calendar and academic schedule(s) define instructional time for students as time in the school day devoted to instruction and instructional activities under the direction of certified school employees. (Such time may include synchronous and/or asynchronous instructional activities.)
- ☒ Clearly defined systems for tracking attendance and instructional time will be implemented to ensure student engagement in remote instruction.
- ☒ The LEA acknowledges that it must provide Free and Appropriate Public Education (FAPE) during this pandemic-related emergency.
- ☒ The proposed school calendar and academic schedule(s) ensures ESL services for English Learners.
- ☒ Clearly defined and ongoing systems for evaluating the quality and outcomes of instructional delivery will be implemented, at least quarterly, and necessary adjustments will be made when data highlight concerns about quality, equity, and/or lack of progress in student learning.

Name of Local Education Agency: Central Westmoreland Career & Technology Center

Signature of Chief School Administrator

Date

Signature of Governing Body President

Date

Date Approved at Board Meeting:

Please scan and submit this entire signed document, the proposed weekly schedule, and a copy of the board meeting minutes at which such schedule was approved to to RA-EDContinuityofED@pa.gov.

Questions can also be submitted to this email address.

**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE CENTRAL
WESTMORELAND CAREER AND
TECHNOLOGY CENTER
AND
THE CWCTC EDUCATION ASSOCIATION, PSEA/NEA**

This Memorandum of Understanding (hereinafter the “Memorandum”) is made this _____ day of June, 2021, by and between the Central Westmoreland Career and Technology Center (hereinafter the “Center”) and the Central Westmoreland Career and Technology Center Education Association, PSEA-NEA (hereinafter the “Association”).

WHEREAS, the Center and the Association are signatories to a collective bargaining agreement encompassing the period of July 1, 2018 through June 30, 2024 (hereafter the “CBA”); and

WHEREAS, the Agreement establishes the terms and conditions of employment for all regular professional instructional employees of the Center; and

WHEREAS, Section 18.07 of the CBA addresses Supplemental Contracts; and

WHEREAS, the Center and the Association desire to modify the application of Section 18.07 to provide for Supplemental Contracts to be awarded, approved and worked on an hourly basis rather than a daily basis; and

WHEREAS, the parties wish to set forth their agreement in the following document.

NOW, THEREFORE, intending to be legally bound thereby the parties hereto agree as follows:

1. The parties agree and acknowledge that Section 18.07 of the CBA shall be modified beginning on the date of this Memorandum to provide that the rate for Supplemental Contracts shall be paid as an hourly rate, and not a daily rate. The parties agree that the hourly rate for Supplemental Contracts provided by the Center shall be as follows for the balance of the CBA term:

2020-2021 (and summer 2021): \$27.14 per hour

2021-2022 (and summer 2022): \$28.57 per hour

2022-2023 (and summer 2023): \$28.57 per hour

2023-2024 (and summer 2024): \$28.57 per hour

Apart from the hourly rate set forth above, the parties agree that the Center shall have the ability to determine the length in hours that each awarded Supplemental Contract shall run. The parties

further agree that the hourly rate set forth above shall be for work performed only, with no paid lunch period.

2. Apart from the modifications in Paragraph 1, above, the parties agree that the language as set forth in Section 18.07 of the CBA shall remain unchanged in its verbiage and application.

3. The parties agree that this Memorandum of Understanding does not in any way impact, alter, amend or otherwise modify the CBA except as set forth herein.

4. This Memorandum constitutes the complete, entire and integrated agreement and understanding of the parties hereto containing the subject matter hereof and will not be altered, modified, or rescinded except by writing duly executed by each of the parties hereto. No statements, promises or representations have been by any party promised, or expected other than as stated in this Memorandum. No party is relying upon any representations, promises, or covenants other than those expressly set forth in this Memorandum and no condition precedent to the effectiveness of this Memorandum exists. All prior discussions and negotiations have been and are merged and integrated into and are superseded by this Memorandum.

5. Any disputes regarding this Memorandum shall be subject to the grievance procedure of the Collective Bargaining Agreement.

WHEREFORE, the parties hereto, by their duly authorized representatives and intending to be legally bound, have executed this Memorandum.

ATTESTED TO:

**CENTRAL WESTMORELAND
CAREER AND TECHNOLOGY
CENTER**

By _____
**Chris Tollari, Secretary
CWCTC Joint Oper. Committee**

By _____
**Robin Savage, Chair
CWCTC Joint Oper. Committee**

ATTESTED TO:

CWCTC EDUCATION ASSOCIATION

By _____
CWCTCEA Secretary

By _____
CWCTC President



240 Arona Road | New Stanton, PA 15672
Tel: (724) 925-3532 | cwctc.org
Fax: (724) 925-1423 ext. 1423

CWCTC Grants

2020-2021 School Year

\$ 1,063,852.69

GRANT	AMOUNT
Perkins	\$314,806.00
PCCD Safe Schools	\$33,085.00
PCCD COVID	\$90,000.00
GEER I	\$114,443.00
Drug Free Lifestyle Mini Grant	\$2,000.00
Council on Substance Abuse	\$500.00
Competitive Equipment	\$30,021.00
Supplemental Equipment	\$90,026.69
HAAS Foundation	\$12,000.00
GEER II	\$354,771.00
Erates (Internet)	\$7,200.00
Scott Electric	\$15,000.00

CWCTC - Special Education Services

June 2021

Current Reality

- 33% of total CWCTC enrollment receive special education services
 - Consortium average is 15.8%
 - No additional fee for special education services
 - 5 Learning Support Facilitators and 2 Guidance Counselors
 - Participate in IEP meetings as contributor
 - Reactive relationship to the procedures of 10 sending districts and their IEP case managers
 - CWCTC LS Facilitators collaborate with more than 50 different case managers
-

“Value-Added” Special Education Programming

- Address special education needs as barriers to work
 - Promote self-advocacy and technology integration
 - Coordinated activities aligned to employment outcomes
 - Ongoing screening and early intervention protocols for at-risk students
 - Unique programming/certification opportunities
 - Cooperative relationships with employers
-

To Accomplish this Vision

- Targeted and specialized training for LS Facilitators, Guidance Counselors, and Paraprofessionals
 - Ongoing special education specific - professional development for all CWCTC instructors
 - Service Occupations program of study and unique certification opportunities
 - Greater utilization of Task Tracker as a planning and progress monitoring tool
 - Development of communication plan/portfolio for sending LEAs
 - Creation of program specific SDI relevant to student special education needs
-

Targeted Activities

ACTION	AUDIENCE	PERSON(S) RESPONSIBLE	DATE
Special Education Performance Survey	LEA Cooperative Staff	Novickoff	August 2021
Educational Technology Workshop	LS Facilitators, Technology Department	WIU AT Consultants	August 2021
Program Specific ET/SDI Training	Instructional and Paraprofessional staff	LS Facilitators	August 2021
Rehab Services Training/Portfolio Development	Guidance, LS Facilitators	CRC Consultants	August 2021
Program Specific SDI Development	Staff, LEA Cooperative Teacher, Consultant	LS Facilitators, Department Instructors	October 2021
Integration of Task-Tracker to IEP Development	LEA Cooperative Staff, Families	LS Facilitators, Guidance, Admin	October 2021
Special Education Performance Survey	LEA Cooperative Staff	Novickoff	January 2022

Expected Outcomes

- Increase in certification and post-secondary employment for students with disabilities
- Higher rates of “Competent” and “Advanced” ratings on job specific tasks
- Improved student attendance and retention rates for students with disabilities
- Increase in Cooperative Employment rates for students with disabilities
- Improved LEA satisfaction